

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Monthly Report for October 1981

FROM:

EXTENSION

NO.

OCHRM M81-011

DATE

12 NOV 1981

C/OC-HRMD

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

D/CO

12 NOV 1981

2.

DD/CO

13 NOV 1981

13 NOV 1981

3.

OC-EXA

4.

OC-P&B

13 Nov 16 Nov 81

5.

OC-IMS

6.

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15.

~~CONFIDENTIAL~~

OCHRM M81-011

MEMORANDUM FOR: Director of Communications

25X1 FROM: [REDACTED]

Chief, Human Resources Management Division, OC

SUBJECT: Monthly Report for October 1981

25X1 1. This will be the last monthly report from the Human Resources Division. [REDACTED]

25X1 2. OSG resources were used to send 5 technicians and 16 operators to 22 locations around the globe providing 365 workdays of TDY assistance. [REDACTED]

25X1 3. CTB provided six instructors for TDY training requirements; three for SC-3 support, two for [REDACTED] Commo support, and one for AFT II support. [REDACTED]

25X1 4. Recruitment efforts are still in high gear. The task force is preparing for a trip to Philadelphia beginning in the first week of November. As of 31 October the recruitment efforts resulted in Panel N being at full strength. Panel D ended the month with 29 employees understrength. [REDACTED]

25X1 5. TCA Class 3-81, with 13 students, will graduate on 22 January 1982. TCA Class 1-82, with 46 students, commenced training on 16 October and will graduate during May of 1982. [REDACTED]

Distribution:

Original - D/CO, DD/CO, EXA, P&B, OC/IMS

1 - OC-ED

1 - OC-FND

1 - OC-DND

1 - OC-PS

1 - [REDACTED]

1 - OC-HRMD/CTB

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EVALUATED
AND METHOD REVIEWED~~CONFIDENTIAL~~